

USAREUR BULLETIN

Number 9

HQ USAREUR/7A, Unit 29351, APO AE 09014

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This bulletin expires 1 year from date of publication.

ASIAN PACIFIC HERITAGE MONTH

Asian Pacific Heritage Month will be observed from 1 through 31 May. The theme of this year's observance is "Voices for the Millennium."

Commemorative events will be scheduled throughout USAREUR to mark this observance. Leaders should refer to USAREUR Pamphlet 600-21 and encourage participation in these events within mission constraints.

COMPUTER-USER TEST

In support of information assurance, a computer-user training and testing program has been established in USAREUR. This program requires all personnel to take a computer-user test if assigned to a USAREUR or non-USAREUR organization connected to the USAREUR Common User Data Network. This applies to all categories of employees, including local nationals (LNs). (The USAREUR Head Works Council concurs with this policy.) The test must be taken by 1 June 2000.

The computer-user test is available in English and German on the Information Assurance Computer-User Test webpage at <http://ia-test.hqusareur.army.mil> or <http://147.37.245.201>. The test is open-book, multiple-choice, self-paced, and user-friendly. Users may take the test at their desks.

Before taking the test, personnel should read the USAREUR Computer-User Guide. This study guide is USAREUR Pamphlet 25-25. The German version is USAREUR Pamphlet 25-25-G. Both versions of this study guide are available on the Information Assurance Computer-User Test webpage.

In addition to taking the test, computer users must sign the USAREUR Computer-User Agreement at <http://www.aeaim.hqusareur.army.mil/library/pam/25-25-agreement.doc>. LN employees in Germany should sign the German version of this agreement. Unit system administrators will keep signed agreements in their files.

The Information Assurance Computer-User Test webpage provides more information on the computer-user test policy.

TEST ZUR COMPUTERNUTZUNG

Zum Schutz von Informationen, Informationssystemen und -netzen wurde in USAREUR ein Schulungs- und Testprogramm zur Computernutzung aufgestellt. Danach haben alle in einer USAREUR-Dienststelle Beschäftigten sowie Beschäftigte anderer Dienststellen, die an das *USAREUR Common User Data Network* (allgemeines Nutzerdatennetz) angeschlossen sind, einen Test zur Computernutzung abzulegen. Diese Bestimmung trifft auf alle Gruppen von Beschäftigten zu, auch auf ortsansässige Arbeitnehmer. (Die *USAREUR*-Hauptbetriebsvertretung hat der Bestimmung zugestimmt.) Der Test ist bis zum 1. Juni 2000 abzulegen.

Der Test zur Computernutzung ist auf der *Information Assurance Computer-User Test* Webseite unter <http://ia-test.hqusareur.army.mil> bzw. unter <http://147.37.245.201> veröffentlicht, und zwar sowohl auf Englisch als auch auf Deutsch. Er ist benutzerfreundlich und folgt dem *Multiple-Choice* Verfahren (d. h. Antworten sind bereits vorgegeben, von denen die richtige auszuwählen ist). Bei der Beantwortung der einzelnen Fragen können die Arbeitnehmer ihr Tempo selbst bestimmen. Der Test kann am Arbeitsplatz mit Hilfe des Leitfadens zur Computernutzung ablegt werden.

Vor Ablegen des Tests sollten alle Arbeitnehmer den Leitfaden der Computernutzung lesen. Dieser Leitfaden dient zur Vorbereitung auf den Test. Die englische Fassung ist als *USAREUR Pamphlet 25-25* veröffentlicht, die deutsche als *USAREUR Pamphlet 25-25-G*. Beide Fassungen können auf der *Information Assurance Computer-Use Test* Webseite aufgerufen werden.

Zusätzlich zum Test haben alle Computernutzer die unter <http://www.aeaim.hqusareur.army.mil/library/pam/25-25-agreement.doc> veröffentlichte Vereinbarung zur Computernutzung zu unterzeichnen. Ortsansässige Arbeitnehmer in Deutschland sollten die deutsche Fassung dieser Vereinbarung unterzeichnen. Die *System Administrator* (Systemverwalter) der Einheiten haben die unterzeichneten Vereinbarungen in ihren Akten abzulegen.

Weitere Informationen zu den bezüglich des Tests aufgestellten Bestimmungen finden sich auf der *Information Assurance Computer-Use Test* Webseite.

JOINT USE OF U.S. FACILITIES

Most facilities used by the U.S. Forces in Germany are owned by the German Government. The U.S. Forces use these facilities free of charge for defense and for the welfare of U.S. Forces personnel, according to the NATO Status of Forces Agreement. Any agreement to make these facilities available to organizations or groups other than the U.S. Forces (third parties) must be formally negotiated by the Office of the Deputy Chief of Staff, Resource Management (ODCSRM), HQ USAREUR/7A, with the German authorities. Joint-use agreements are negotiated according to USAREUR Regulation 1-3, International Agreements and Third-Party Agreements, as follows:

➤ Third parties and private U.S. organizations must have a formal agreement to use U.S. facilities. This policy applies to one-time and repeated use by—

- ♦ Non-U.S. military and civilian parties (for example, clubs, firms, host-nation municipalities, individuals, police forces).

- ♦ Private U.S. organizations involved in activities that may cause liability risks (for example, flying, racing, shooting).

➤ Commanders will—

- ♦ Send requests for joint use of U.S. facilities through appropriate channels to the Commander, USAREUR/7A, ATTN: AEAGF-IA, Unit 29351, APO AE 09014 (fax 370-4002). Requests must be received at least 6 months before the proposed start of the facility use. Commanders will include their comments and recommendations with the request.

- ♦ Make no local commitments for facility use. Such agreements are invalid and will not be approved after the fact.

- ♦ Report encroachment incidents on U.S. facilities through appropriate channels to the Commander, USAREUR/7A, ATTN: AEAEN-RE and AEAGF-IA, Unit 29351, APO AE 09014, and to the appropriate German authorities. Commanders may contact the regional U.S. Forces liaison officer for assistance with the German authorities.

- ♦ Monitor joint use of U.S. facilities. This includes ensuring that third parties have and fully comply with current joint-use agreements, are billed for U.S.-provided support, and that the U.S. Forces are reimbursed proportionately for facility use (for example, maintenance, repair, damages, utilities). Commanders will provide USAREUR customer identification numbers (CINs) for joint-use agreements to ensure that reimbursements are credited to the intended unit or agency.

NOTE: The U.S. Forces are not authorized to profit or incur costs through third-party use of U.S. facilities. Only actual costs may be billed. Estimates are authorized when necessary. Cost reimbursements will not be waived.

- ♦ Comply with USAREUR Regulation 1-3.

NOTE: The twice-yearly reporting requirement in USAREUR Regulation 1-3 (AE Form 71-R (International Third-Party Agreement Cost/Reimbursement

Report)) has been replaced by an annual requirement to provide reimbursement data, including the CINs, to ODCSRM.

♦ Comply with USAREUR Regulation 12-16, Mutual Logistic Support Between the U.S. Army and Governments of Eligible Countries, NATO Subsidiary Bodies, and United Nations Organizations.

The unregulated use of U.S. facilities by non-U.S. parties denies U.S. Forces full use of facilities, reduces the likelihood of permission from the German Government to use other land or facilities, causes financial loss (since payments due cannot be collected), and, above all, poses a liability risk.

The above restrictions do not apply to activities or actions that are governed by their own respective regulations (for example, German-American fests, U.S.-sponsored events, contracts, easement rights).

Area support groups are staffed with agreement coordinators responsible for the day-to-day coordination and administration of agreements. Agreement actions must be routed through these agreement coordinators to ensure compliance with internal procedures and correct submission to ODCSRM.

The ODCSRM (DSN 370-7512, fax 370-4002, e-mail: glavanei@hq.hqusareur.army.mil) has more information about these issues.

USAREUR PUBLICATION RESCISSIONS

The following USAREUR publications are rescinded (proponent staff offices at HQ USAREUR/7A are shown in parentheses):

➤ USAREUR Supplement 1 to AR 600-8-8, The Total Army Sponsorship Program, 27 November 1998 (ODCSPER)

➤ USAREUR Pamphlet 215-7, The Commanding General's Teen Recognition Program, 29 June 1999 (ODCSPER)

➤ USAREUR Command Policy Letter 7, Aircrew Selection and Training Management, 1 March 1999 (ODCSOPS)

NEW ELECTRONIC PUBLICATIONS

The following USAREUR publications have just been published and are available only in electronic format in the Electronic Library of USAREUR Publications and AE Forms at <http://www.aeaim.hqusareur.army.mil/library/home.htm>:

➤ USAREUR Supplement 1 to AR 25-400-2, The Modern Army Recordkeeping System (MARKS), 10 April 2000

➤ USAREUR Circular 614-3, Enlisted Distribution Policy, 17 March 2000

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